

MEETING REPORT NO. 27

PROJECT: **Town of Needham Downtown Study**
 Needham, MA

DATE: 05 March 2008

LOCATION: Planning Office, Town Hall

PRESENT: Downtown Study Committee (DSC) Lee Newman
 Needham Police Department Chief Tom Leary
 Lieutenant John Kramer

 Needham Department of Public Rick Merson
 Works Tony Del Gaizo

 BETA Group (BETA) Kien Ho

 DiNisco Design Partnership (DDP) Kenneth DiNisco
 Jon Oxman

1. PURPOSE

- 1.1. The purpose of this meeting was to review preliminary street & sidewalk recommendations for the Study Area.

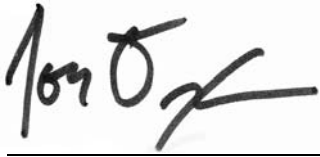
2. REVIEW OF PRELIMINARY STREET & SIDEWALK RECOMMENDATIONS

- 2.1. Kien Ho and Ken DiNisco reviewed preliminary recommendations and input was gathered from the Police, DPW and Planning Departments. A draft site plan of the Study Area will be prepared documenting the recommendations for streets and sidewalks based on the discussion at this meeting. The draft site plan will be distributed for review and comments to staff of the above departments as well as to the DSC.

3. NEXT MEETING

- 3.1. Lee Newman will schedule the next meeting of the Downtown Study Committee either 8:00 AM Monday 24 March 2008 or 8:00 AM Tuesday 26 March 2008 and has requested the Police and DPW staff attending this meeting to attend the DSC meeting for discussion of street and sidewalk recommendations.

The discussions of this meeting are recorded as understood by the writer. Please advise the writer of any omissions or corrections.

A handwritten signature in black ink, appearing to read 'Jon Oxman', with a stylized flourish at the end.

Jon Oxman AIA
DiNISCO DESIGN

JAO/

cc: DSC
Kien Ho
Kenneth DiNisco
Richard Rice

Enclosures: None